

POSTING A SECURITY WITH STAFFORD COUNTY QUICK REFERENCE CHECKLIST

ACCEPTABLE TYPES OF SECURITIES

Letter of Credit (LOC)	<ul style="list-style-type: none"> The Bank must be rated at a 25 or better according to Highline Financial to be accepted by Stafford County. A sample LOC can be found on the Stafford County Government's webpage. http://co.stafford.va.us/DocumentView.aspx?DID=951 	<input type="checkbox"/>
Surety Bond	<ul style="list-style-type: none"> The Bond Company must have an A rating or better according to Am Best Surety Bonding Rating to be accepted by Stafford County. A sample Surety Bond can be found on the Stafford County Government's webpage. http://co.stafford.va.us/DocumentView.aspx?DID=952 	<input type="checkbox"/>
Cash Escrow	<ul style="list-style-type: none"> All checks must be a Certified or Cashier's Check. 	<input type="checkbox"/>

SECURITIES CONTRACT MANAGEMENT FEE AND 2.75% TECHNOLOGY FEE

<ul style="list-style-type: none"> This is a onetime non-refundable fee of \$565.13. This fee will be applied to each security submitted to the County for acceptance. The securities contract management and technology fee shall be submitted <u>as a separate check made payable to the County of Stafford</u>. 	<input type="checkbox"/>
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PERFORMANCE AGREEMENT

<ul style="list-style-type: none"> A separate Performance Agreement must accompany each security submitted to the County for approval. The Performance Agreement can be found on the Stafford County Government's webpage. http://co.stafford.va.us/DocumentView.aspx?DID=950 All Performance Agreements must have an authorized signature and be notarized. 	<input type="checkbox"/>
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COST ESTIMATE

<ul style="list-style-type: none"> The cost estimates must be no more than six (6) months old when submitting a security for acceptance. 	<input type="checkbox"/>
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Physical Address

1300 Courthouse Road
Stafford, Virginia 22554

Department of Public Works

Securities Division

(O) 540-658-8650
(F) 540-658-4863

Mailing Address

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A copy of the Security Policy can be found on the Stafford County Government's webpage.

<http://co.stafford.va.us/DocumentView.aspx?DID=924>